



CIVIL AIR PATROL
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MEMORANDUM FOR: CAP REGION CCs/CDDs, WING CCs/CDOs/LOs,
CAP-USAF LR/CCs

SUBJECT: IMPLEMENTATION OF A FOUR-YEAR CD MEMBERSHIP CARD AND
BACKGROUND RESCREENING CYCLE

1. Headquarters CAP is implementing a four-year counterdrug membership card and background rescreening cycle. The following is a phased plan to implement a four-year cycle for all current and future CD qualified CAP members. All new CAPF 101CD (yes, CD) Cards will have an expiration date and no longer identify a specific agency.
2. To implement this program and facilitate a "catch-up" for those CD members who were initially approved and issued a CAPF 101CN Card prior to 1998, members must be rescreened starting 1 Oct 2001. HQ CAP/DPPX will send a list each month, of those affected, to each wing CDO based on the **last digit** of the member's SSAN as outlined below:

SSAN	LIST SENT	NUMBER	RETURNED NLT
1-2	1 Oct 2001	335	31 Dec 2001
3-4	1 Nov 2001	300	31 Jan 2002
5-7	1 Dec 2001	462	28 Feb 2002
8-0	1 Jan 2002	460	31 Mar 2002

3. All members initially approved and issued a CAPF 101CN Card during calendar year 1998 must be rescreened during calendar year 2002. HQ CAP/DPPX will send a list each quarter of those affected, to each wing CDO based on the **last digit** of the member's SSAN. Below, is a tentative schedule for those last screened in 1998:

SSAN	LIST SENT	NUMBER	RETURNED NLT
1-2	1 Jan 2002	267	31 Mar 2002
3-4	1 Apr 2002	255	30 Jun 2002
5-7	1 Jul 2002	375	30 Sep 2002
8-0	1 Oct 2002	374	31 Dec 2002

4. The CDO will contact all CD members on the list to ensure the member submits a new CAPF 83, *CAP Counterdrug Application*. Each member, who plans to remain in the CD program, must complete and submit a new CAPF 83. If HQ CAP/DPPX does not receive the CAPF 83 prior to the suspense date listed above, the individual will be dropped from the active CD program.
5. A similar schedule will be followed in subsequent years for those members who were approved and issued CAPF 101CN Cards in 1999, 2000, and 2001. Example: Members issued a CAPF 101CN in 1999 will be due for rescreening in 2003.
6. Those members approved in 2002 and beyond will be issued a new CAPF 101CD Cards with an expiration date based on a cycle not to exceed four years. Prior to the expiration date, the individual CD member must complete a new CAPF 83 for background rescreening.
7. If you have any questions please address them to Ron Skoneki, 334-953-4264, rskoneki@capnhq.gov or Norm Ginther, 334-953-2452, nginther@capnhq.gov.



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Chief, Counterdrug Operations

Coordination:

DO	_____
GC	_____
DP	_____
EXA	_____
EX	_____
CAP-USAF/XO	_____
CAP-USAF/CV	_____
CAP-USAF/CC	_____